

CITY OF PORT COQUITLAM
2025-2029 FINANCIAL PLAN BYLAW

Bylaw No. 4401

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as “2025 to 2029 Financial Plan Bylaw, 2025, No. 4401”.

2. REGULATION

2.1 Schedule “A” attached hereto and forming part of this Bylaw is the proposed funding sources and expenditures for 2025-2029.

2.2 Schedule “B1” forming part of this Bylaw is expenditures from the City Reserve and Surplus Funds.

2.3 Schedule “B2” forming part of this Bylaw is transfers to the City Reserve and Surplus Funds.

2.4 Schedule “C” forming part of this Bylaw is the objectives and policies for revenues, property tax distribution and Permissive Exemptions.

3. REPEAL

2024-2028 Financial Plan Bylaw No. 4365, and all amendments hereto, are hereby repealed.

READ A FIRST TIME this	22 nd day of	April, 2025
READ A SECOND TIME this	22 nd day of	April, 2025
READ A THIRD TIME this	22 nd day of	April, 2025
ADOPTED this	6 th day of	May, 2025

B. WEST
Mayor

C. DEAKIN
Corporate Officer

RECORD OF AMENDMENTS

BYLAW NO.	AMENDED SECTION	DATE
4435	Schedules A, B-1 and B-2	2026-02-10

SCHEDULE "A"

Schedule A					
	2025	2026	2027	2028	2029
	Budget	Budget	Budget	Budget	Budget
Revenues					
Taxation & Other Levies	\$ 89,242,900	\$ 90,990,900	\$ 94,556,900	\$ 98,265,500	\$ 102,122,400
Utility Charges	35,504,500	37,108,500	38,638,900	40,215,300	41,838,900
Sale of Services	8,547,000	8,547,000	8,547,000	8,547,000	8,547,000
Contributions	38,770,000	13,683,600	3,102,700	3,102,700	3,102,700
Permits & Licences	3,832,800	3,832,800	3,832,800	3,832,800	3,832,800
Investment Income	3,437,400	3,437,400	3,437,400	3,437,400	3,437,400
Penalties & Fines	706,000	706,000	706,000	706,000	706,000
Other Revenues	486,100	486,100	486,100	486,100	486,100
Total Revenues	\$ 180,526,700	\$ 158,792,300	\$ 153,307,800	\$ 158,592,800	\$ 164,073,300
Expenditures					
City Operating Expenditures	\$ 121,278,900	\$ 121,287,900	\$ 122,341,000	\$ 126,413,200	\$ 130,327,600
External Debt Interest Expense	1,727,300	1,727,300	1,727,300	1,727,300	1,727,300
Amortization	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000
Total Operating Expenditures	\$ 135,006,200	\$ 135,015,200	\$ 136,068,300	\$ 140,140,500	\$ 144,054,900
Net Revenue (Expenditure)	\$ 45,520,500	\$ 23,777,100	\$ 17,239,500	\$ 18,452,300	\$ 20,018,400
Allocations					
Net Transfers from Reserves	\$ 57,400,900	\$ 18,239,700	\$ 8,938,900	\$ 3,717,800	\$ 985,900
Net Transfers (to) Reserves	(24,327,300)	(25,539,300)	(26,800,700)	(28,113,500)	(29,479,600)
Capital Expenditures	(88,055,300)	(25,938,700)	(8,838,900)	(3,517,800)	(985,900)
Capital Contributed by Developers	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Unfunded Amortization	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000
External Debt Principal Repayment	(1,538,800)	(1,538,800)	(1,538,800)	(1,538,800)	(1,538,800)
Total Allocations	\$ (45,520,500)	\$ (23,777,100)	\$ (17,239,500)	\$ (18,452,300)	\$ (20,018,400)
Financial Plan Balance	\$ -				

SCHEDULE "B1"

Schedule B1

Transfers from Reserves

	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
General Capital	\$ 14,875,853	\$ 11,875,300	\$ 6,859,200	\$ 1,795,300	\$ -
Amenities	8,204,197	-	-	-	-
Sewer Infrastructure	6,061,353	750,000	-	-	-
Growing Communities Grant	6,014,210	-	-	-	-
Vehicles & Equipment	5,058,747	115,000	55,000	55,000	60,000
Long Term Sewer Infrastructure	4,330,000	-	-	-	-
Water Infrastructure	1,689,467	1,075,000	255,500	-	-
Roads (MRN)	1,250,000	2,100,000	-	-	-
RCMP	1,000,300	992,100	940,000	925,900	925,900
Long Term General Infrastructure	944,200	-	-	-	-
Canada Community Building Fund (Formerly Gas Tax)	900,000	-	-	-	-
Land Sale	721,613	170,000	170,000	170,000	-
Parking	717,100	-	-	-	-
Downtown	504,200	297,300	309,200	321,600	-
Cart Replacement	445,404	250,000	250,000	250,000	-
Water Rate Stabilization	335,000	335,000	-	-	-
Transit Shelters	319,469	50,000	-	-	-
Cemetery	106,474	-	-	-	-
Sewer Rate Stabilization	100,000	100,000	100,000	200,000	-
Allocated Accumulated Surplus - General	2,666,362	-	-	-	-
Allocated Accumulated Surplus - Water	112,777	-	-	-	-
Allocated Accumulated Surplus - Sewer	1,044,140	-	-	-	-
Tree	-	30,000	-	-	-
Election	-	100,000	-	-	-
Total Transfers from Reserves	\$ 57,400,866	\$ 18,239,700	\$ 8,938,900	\$ 3,717,800	\$ 985,900

SCHEDULE "B2"

Schedule B2

Transfers (to) Reserves

	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget
General Capital	\$ 10,654,600	\$ 10,654,600	\$ 10,654,600	\$ 10,654,600	\$ 10,654,600
Long Term General Infrastructure	4,751,800	5,643,300	6,570,400	7,534,600	8,537,400
Water Infrastructure	3,159,800	3,159,800	3,159,800	3,159,800	3,159,800
Sewer Infrastructure	1,535,600	1,535,600	1,535,600	1,535,600	1,535,600
Vehicle & Equipment	1,356,100	1,356,100	1,356,100	1,356,100	1,356,100
Long Term Water Infrastructure	625,700	789,200	959,700	1,137,400	1,322,600
Roads (MRN)	592,500	592,500	592,500	592,500	592,500
Long Term Sewer Infrastructure	460,200	617,200	781,000	951,900	1,130,000
Downtown Projects	319,600	319,600	319,600	319,600	319,600
Canada Community Building Fund (Form	257,300	257,300	257,300	257,300	257,300
Land Sale	255,000	255,000	255,000	255,000	255,000
Cart Replacement	179,200	179,200	179,200	179,200	179,200
Parking	87,600	87,600	87,600	87,600	87,600
Transit Shelters	70,900	70,900	70,900	70,900	70,900
Election	21,400	21,400	21,400	21,400	21,400
Total Transfers to Reserve Funds	\$ 24,327,300	\$ 25,539,300	\$ 26,800,700	\$ 28,113,500	\$ 29,479,600

Transfers (to) Reserves

SCHEDULE "C" Revenue Plan Objectives and Policies

In accordance with Section 165(3.1) of the Community Charter, The City of Port Coquitlam is required to include in the Five-Year Financial Plan Bylaw, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the Community Charter;
2. The distribution of property taxes among the property classes; and
3. The use of permissive tax exemptions.

1. Sources of Revenue

Funding Source 165(7)	Details	% of Total 2024 Revenue	% of Total 2025 Revenue
Property Value Taxes	Property Taxes	57.3%	49.8%
Fees	Utility Levies	19.5%	19.8%
	Sale of Services	5.9%	4.8%
	Permits and Licenses	2.2%	2.1%
Other Sources	Contributions	12.4%	20.8%
	Investment Income	2.0%	1.9%
	Penalties and Fines	0.4%	0.4%
	Other Revenue	0.3%	0.3%

Objective

Over the next five years, the City will continue to seek new revenue sources to reduce the burden on property taxes.

Policies

The City's Financial Management Policy (7.16.03) states:

- The City will review fees/charges, at a minimum on a biennial basis, to ensure that they keep pace with changes in the cost-of-living, as well as, changes in the methods or levels of service delivery.
- The City will encourage the use of alternate revenue sources instead of property taxes.
- General Revenues will not be dedicated for specific purposes, unless required by law or the Generally Accepted Accounting Principles (GAAP).
- User fees will be set to recover the full cost of services except where Council determines that a subsidy is in the general public interest.

2. Distribution of Property Taxes

The 2023 distribution of property taxes amongst all the property classifications is provided below:

Property Class	2024 % of General Property Taxation	2025 % of General Property Taxation
Residential	56.35%	77.61%
Utilities	0.79%	0.06%
Light Industry	9.41%	5.12%
Business Other	33.27%	17.18%
Recreational Property / Non-Profit Organization	0.15%	0.03%
Farm	0.03%	0.00%

Objective

The desired result is property taxes that are stable and predictable as well as fair in comparison to others within Metro Vancouver.

Policies

City tax rates (Policy 7.01) will be set to maintain each property classification's tax share, adjusted for property tax growth from new development in the classification, unless Council determines that adjustments are necessary to maintain the City's tax competitiveness within Metro Vancouver or to attain other Council objectives.

In establishing property tax rates Council will take into consideration:

- Property taxes levied per capita as compared with other BC municipalities;
- Tax levies on a representative home compared with other Metro Vancouver municipalities;
- Tax share borne by each property class historically;
- Taxes generated from new development;
- Tax ratios of each property classification along with tax ratios of other municipalities within the Metro Vancouver; and
- Tax rate competitiveness compared to the neighboring cities of Port Moody and Coquitlam.

3. Permissive Tax Exemptions

Objective

The purpose of this policy is to:

- Optimize the provision of charitable and not for profit services for the benefit of Port Coquitlam residents.
- Provide property tax exemptions as permitted under the Community Charter in a consistent and fair manner.
- Restrict provision of exemption to those providing an extension to city services.
- Reduce impact on city revenues.

Policies

Port Coquitlam residents must be primary beneficiaries of the organization's services. The services provided on the property must be accessible to the public. Council may provide a partial exemption.

The intent of this guideline is to ensure Port Coquitlam residents will generally benefit from the municipal support provided, and will not be restricted from accessing the services of the organization.

The City has an existing permissive tax exemption policy (7.02.04) which guides the administration and approval of permissive tax exemptions. Some of the eligibility criteria for permissive tax exemptions that are outlined in the policy include the following:

- Not-for-profit occupiers of City property for the duration of their occupancy.
- Land and improvements surrounding a statutorily exempt building for public worship.
- Land and improvements surrounding a statutorily exempt building owned by an incorporated institution of learning (private school) that is equivalent to that given in a public school.
- Properties on which a building for public worship or private school is to be built.
- Full or partial property tax exemption for properties that are to be awarded a grant under an existing City grant program and would qualify for property tax exemption under the Community Charter. Property tax exemption would be provided instead of a cash grant to the organization.
- Non-profit occupiers of school premises.
- Registered charities who provide services to the community where 75% of the services of their organization are open to and used by residents of Port Coquitlam.